

MONTANA CHEMICAL DEPENDENCY CENTER POLICY AND PROCEDURE MANUAL

Policy Subject: Weapons	
Policy Number: ADP 11	Standards/Statutes: ARM 37.27.120
Effective Date: 01/01/02	I. Page 1 of 2

PURPOSE: To define the limitations of weapons within the facility.

POLICY: All weapons, or items that may reasonably be construed to be designed or used as a weapon, are strictly prohibited within the facility. A person's legal ability to possess any weapon has no bearing on the prohibition of possessing that weapon within the facility.

PROCEDURE:

- I. Definition: Weapons constitute such a wide array of possibilities that it virtually becomes impossible to list all potential weapons, however, the more obvious may include, but are not necessarily limited to:
 - A. All guns, with or without ammunition, including stun guns;
 - B. All knives, including "multi-use tools" with knife blades;
 - C. Any form of Mace or Pepper-Spray;
 - D. Martial Arts weaponry.
- II. A thorough search of newly admitted patients belongings, including coat and pant pockets, purses, and luggage will be conducted at the time of admission to determine if any weapons or other prohibited items are being brought into the facility.
- III. If any items meeting the definition or intent of this policy are discovered at the time of admission, or any time throughout a patients stay in the facility, the item will be immediately confiscated and tagged with the patients name on the item.
 - A. Confiscated and tagged items will be placed in locked storage.

IV. Staff will notify their immediate supervisor of the discovery of any item deemed to be reasonably defined as a weapon; the supervisor will notify the Director, or their designee, as soon as possible, of the item and where it is located.

V. Only the Director, or their designee, may make a determination of the disposition of the item in question.

A. The item may be retained in locked storage in the facility, to be returned to the patient upon discharge.

B. The item may be turned over to local law enforcement for storage or determination of disposition; patients will be informed of items turned over to law enforcement and how or if they may access it upon discharge.

C. As appropriate or necessary, a release of information will be obtained from the patient so coordination may take place with local law enforcement on items stored with them.

VI. Patients who refuse to turn over weapons, or items deemed to be classified as a weapon, will not be allowed admission into the facility; if the items are found during the course of treatment and the patient refuses to turn the items over to staff, they may be discharged from treatment.

VII. An employee situation report will be completed by staff discovering any weapons, detailing all circumstances surrounding the discovery and reporting procedure to include: patient, item discovered, staff involved, day, time, what was done with the item, who was notified, and outcome. The event will also be completely documented in the patient chart.

Revisions:

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Name	Title	Date

Approved By: _____	<u>10/10/01</u>
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